

## Task Order Progress Report

Task Order Number	0056
Task Order Title	RI/FS- United Zinc Number 1 Site
Task Order Type (Ceiling or FP)	Ceiling
Period of Performance	September 20, 2012, through March 31, 2015

This Task Order Progress Report is for the remedial Investigation/Feasibility Study (RI/FS) at the United Zinc Number 1 Site in Iola, Kansas. This Report summarizes work performed during the reporting period as well as financial information relative to Contractor compliance with the negotiated schedule and budget detailed in the Task Order Proposal submitted to EPA Region 7 by HydroGeoLogic, Inc. (HGL) on August 22, 2012, in response to the Task Order Statement of Work (SOW) issued by the EPA Contracting Officer. The Task Order Project Officer (TOPO) for this task order is Don Bahnke. Activity on this Task Order is summarized in Sections 1 through 5 and augmented by summary Reports A through G attached. This report discusses the activities conducted under this task order for the reporting period that coincides with the calendar month. The HGL accounting period for this time frame is September 1 through September 28, 2012. Therefore, costs associated with some activities accomplished during the calendar month, but outside the accounting period, may appear in next month's invoice.

### 1. ACTIVITY FOR THE REPORTING PERIOD

#### TASK 1 - PROJECT PLANNING AND SUPPORT (PP)

##### Subtask 1.1 Attend Scoping Meeting

The scoping meeting was held at EPA on July 11, 2012. Efforts for the scoping meeting were conducted as part of the contract requirements.

##### Subtask 1.2 Site Visit and Report

Because of time constraints in meeting the task order proposal submission date, a site visit in support of preparation of this task order proposal was not completed under Subtask 1.2.

##### Subtask 1.3 Task Order Proposal (Work Plan)

The initial Task Order Proposal was submitted on July 25, 2012, as part of the contract requirements.

##### Subtask 1.4 Negotiations and Task Order Proposal Revision

HGL participated in a negotiation session with EPA on August 15. Based on discussions held during this meeting, the initial Task Order Proposal was revised. The revised Task Order Proposal was submitted on August 22 and EPA subsequently awarded the task on September 20, 2012. These efforts were conducted as part of the contract requirements.

##### Subtask 1.5 Conflict of Interest (COI) Disclosure

The signed COI Disclosure form was submitted to EPA on July 25 with the original Task



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Order Proposal as Attachment A.

### **Subtask 1.6 Health and Safety Plan**

Efforts to develop the Health and Safety Plan (HSP) were initiated under Task Order 0028. These efforts were halted and the HSP was not completed. HGL reinitiated efforts to complete the plan during this period under this task order. The HSP will be submitted as an attachment to the Sampling and Analysis Plan (SAP) in mid-October.

### **Subtask 1.7 Sampling and Analysis Plan**

Charges will not be incurred under this subtask. The SAP consists of the Field Sampling Plan (FSP) and Quality Assurance Project Plan (QAPP). Charges will be incurred these subtasks.

### **Subtask 1.8 Field Sampling Plan**

As with the HSP, the effort to assemble the FSP was initiated under a previous task order and reinitiated under this task order. Thus far, the revisions to the FSP under this task order have focused on updating the standard operating procedures (SOPs) referenced and adjusting the plan to better align with the *EPA Lead Handbook*. The FSP is expected to be submitted in mid-October.

### **Subtask 1.9 Quality Assurance Project Plan**

The QAPP was updated to include current sample numbers and standard operating procedures (SOPs). The QAPP will be submitted to EPA as a part of the SAP in mid-October.

### **Subtask 1.10 Project Management**

#### **Subtask 1.10.1 Project Management**

The following project management activities were conducted during this reporting period:

- The HGL TOM and EPA TOPO communicated via telephone and email regarding project issues and scheduling.
- The project file was established and the project was set up in HGL's accounting system.
- The HGL TOM coordinated work activities of the HGL project team and a kick-off meeting was held to discuss preparation of the planning documents.
- Weekly cost tracking was performed.
- Relevant documents and correspondence were incorporated into the project file.

#### **Subtask 1.10.2 Meetings**

No activities were conducted under this subtask during this reporting period.

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### **Subtask 1.11 Subcontractor Procurement and Management**

No activities were conducted under this subtask during this reporting period.

### **Subtask 1.12 Evaluate Existing Data and Documents**

Minor charges were incurred for one of the field team leaders to review a historical site document.

### **Subtask 1.13 Prepare Technical Memorandum**

This subtask was eliminated from the SOW during negotiations.

### **Subtask 1.14 Responses, Technologies, and Operable Units Memorandum**

During negotiations, EPA determined that no level of effort (LOE) hours or costs will be allocated to this subtask at this time.

### **Subtask 1.15 Exposure Pathway Analysis**

This subtask was eliminated from the SOW during negotiations.

### **Subtask 1.16 Applicable or Relevant and Appropriate Requirement (ARARs) Identification Letter Memorandum**

No activities were conducted under this subtask during this reporting period.

### **Subtask 1.17 Laboratory QA Program**

This subtask was eliminated from the SOW during negotiations.

### **Subtask 1.18 Develop and Review laboratory Qualifications**

This subtask was eliminated from the SOW during negotiations.

## **TASK 2 - COMMUNITY RELATIONS (CR)**

### **Subtask 2.1 Community Interviews**

No activities were conducted under this subtask during this reporting period.

### **Subtask 2.2 Community Involvement Plan**

No activities were conducted under this subtask during this reporting period.

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### **TASK 3 - FIELD INVESTIGATION (FI)**

#### **Subtask 3.1 Field Mobilization and Demobilization**

No activities were conducted under this subtask during this reporting period.

#### **Subtasks 3.2 and 3.3 – Not Assigned**

#### **Subtask 3.4 Environmental Sampling, Including Collection, Preparation, and Shipping**

Costs for this subtask are captured under Subtasks 3.4.1 through 3.4.7.

##### **Subtask 3.4.1 Property Access**

HGL developed a list of properties that are located within the Iola city limits using an Allen County, Kansas, tax assessor database that was purchased under task order 0028. After the list was assembled, HGL began evaluating historical project data to determine if the properties have been sampled. This effort is expected to be completed during the next reporting period.

##### **Subtask 3.4.2 Residential Surface Soil Sampling (1,715 Properties)**

A brief kick-off meeting was held to discuss project objectives with the HGL staff members that are expected to be heavily involved with the site.

##### **Subtask 3.4.3 Well Sampling**

No activities were conducted under this subtask during this reporting period.

##### **Subtask 3.4.4 Sediment and Surface Water Sampling**

No activities were conducted under this subtask during this reporting period.

##### **Subtask 3.4.5 Stream Bank Soil Sampling**

No activities were conducted under this subtask during this reporting period.

##### **Subtask 3.4.6 Indoor Dust Sampling**

No activities were conducted under this subtask during this reporting period.

##### **Subtask 3.4.7 Drip Zone Surface Soil Sampling**

No activities were conducted under this subtask during this reporting period.

#### **Subtasks 3.5 and 3.6 – Not Assigned**

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### **Subtask 3.7 Manage Investigation-Derived Waste**

No activities were conducted under this subtask during this reporting period.

### **Subtask 3.8 Site Reconnaissance**

No activities were conducted under this subtask during this reporting period.

### **Subtask 3.9 Ecological Characterization – Not Assigned**

## **TASK 4 - SAMPLE ANALYSES (SN)**

### **Subtask 4.1 Sample Analysis**

Costs for this subtask are allocated under Subtask 4.2.

### **Subtask 4.2 Soil Sample Speciation Study**

No activities were conducted under this subtask during this reporting period.

## **TASK 5 - ANALYTICAL SUPPORT AND DATA VALIDATION (AN)**

### **Subtask 5.1 Sample Collection and Preparation**

This subtask includes only sample shipment efforts. No activities were conducted under this subtask during this reporting period.

### **Subtask 5.2 Data Quality Objectives – Not Assigned**

### **Subtask 5.3 Not Applicable**

### **Subtask 5.4 Coordinate Sample Delivery**

#### **Subtask 5.4.1 EPA Region 7 Laboratory**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 5.4.2 Speciation Lab – In Vitro**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 5.4.3 Speciation Lab – In Vivo – Not Assigned**

### **Subtask 5.5 Not Assigned**

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### **Subtask 5.6 Data Management**

Costs associated with data management are captured under Subtask 6.1

### **Subtask 5.7 Data Validation**

This subtask was eliminated during the scoping meeting.

### **Subtask 5.8 Review Data Usability**

#### **Subtask 5.8.1 XRF vs Laboratory Data Correlation**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 5.8.2 Particle Size Correlation**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 5.8.3 Speciation Data Report Review**

No activities were conducted under this subtask during this reporting period.

## **TASK 6 - DATA EVALUATION (DE)**

### **Subtask 6.1 Data Reduction and Tabulation**

No activities were conducted under this subtask during this reporting period.

### **Subtask 6.2 Environmental Fate and Transport Modeling/Evaluation**

No activities were conducted under this subtask during this reporting period.

### **Subtask 6.3 Hazardous Metals Co-Location Evaluation**

No activities were conducted under this subtask during this reporting period.

### **Subtask 6.4 Soil Contaminant Trend Evaluation – Not Assigned**

### **Subtask 6.5 Mail Data Transmittal Letters**

#### **Subtask 6.5.1 Newly Sampled Properties**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 6.5.2 Historically Sampled Properties**

No activities were conducted under this subtask during this reporting period.

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### **TASK 7 - ASSESSMENT OF RISKS (RA)**

#### **Subtask 7.1 Human Health Risk Assessment**

This subtask was eliminated from HGL's scope of work during the scoping meeting; EPA elected to conduct this work.

#### **Subtask 7.2 Ecological Risk Assessment**

This subtask was eliminated from HGL's scope of work during the scoping meeting; EPA elected to conduct this work.

### **TASK 8 - TREATABILITY STUDY/PILOT TESTING (TT) - NOT ASSIGNED**

### **TASK 9 - REMEDIAL INVESTIGATION REPORT (RR)**

#### **Subtask 9.1 Draft Remedial Investigation Report**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 9.2 Final Remedial Investigation Report**

No activities were conducted under this subtask during this reporting period.

### **TASK 10 - REMEDIAL ALTERNATIVE SCREENING (RS)**

#### **Subtask 10.1 through 10.5 - Not Assigned**

#### **Subtask 10.6 Remedial Alternatives Screening Section**

No activities were conducted under this subtask during this reporting period.

### **TASK 11 - REMEDIAL ALTERNATIVES EVALUATION (RE)**

No activities were conducted under this subtask during this reporting period.

### **TASK 12 - FS REPORT (FS)**

#### **Subtask 12.1 Draft Feasibility Study Report**

No activities were conducted under this subtask during this reporting period.

#### **Subtask 12.2 Final Feasibility Study Report**

No activities were conducted under this subtask during this reporting period.

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#### **TASK 13 - POST RI/FS SUPPORT (PR)**

##### **Subtask 13.1 Attend Public Meetings – Not Assigned**

##### **Subtask 13.2 Prepare Presentation Materials**

No activities were conducted under this subtask during this reporting period.

##### **Subtask 13.3 Assist with Responsiveness Summary – Not Assigned**

##### **Subtask 13.4 Assist with Proposed Plan and ROD**

No activities were conducted under this subtask during this reporting period.

##### **Subtask 13.5 Assist with FS Addendum – Not Assigned**

#### **TASK 14 - NEGOTIATION SUPPORT (NG) – NOT ASSIGNED**

#### **TASK 15 - ADMINISTRATIVE RECORD (AR) – NOT ASSIGNED**

#### **TASK 16 - TASK ORDER CLOSE OUT (CO)**

##### **Subtask 16.1 File Duplication, Distribution, Storage, and Archiving**

No activities were conducted under this subtask during this reporting period.

##### **Subtask 16.2 Return Documents to EPA**

No activities were conducted under this subtask during this reporting period.

##### **Subtask 16.3 Prepare Data Storage Media**

No activities were conducted under this subtask during this reporting period.

##### **Subtask 16.4 Task Order Closeout Report**

No activities were conducted under this subtask during this reporting period.

## **2. SCHEDULE AND COST VARIANCES WITH RECOMMENDED SOLUTIONS**

*None to report.*



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#### 3. OTHER PROBLEMS AND RECOMMENDED SOLUTIONS

*None to report.*

#### 4. CONTRACTOR INITIATED INNOVATIONS AND COST SAVINGS

*None to report.*

#### 5. ACTIVITIES PLANNED FOR NEXT REPORTING PERIOD

The activities planned for the next period include the following:

- *Continue weekly cost tracking, filing, and routine communications with the EPA TOPO.*
- *Prepare the monthly status report and invoice for the previous reporting period.*
- *Complete planning documents and submit to EPA.*
- *Meet with EPA regarding the project database.*
- *Establish subcontracts with vendors.*
- *Finalize the list of properties that need to be evaluated.*
- *Mail historical data to property owners.*
- *Begin efforts to identify space available for lease as an on-site office.*
- *Purchase specialty items needed for field efforts.*

#### Report A: Task Order Summary

This report provides an overview of the entire Task Order, including current and cumulative expenditures, percent of project complete, current funding level, negotiated work plan hours and dollars, estimate to complete, and any open payment suspensions on the Task Order.

#### Report B: Cumulative Labor Report for Task Order

This report provides the cumulative expenditures by labor category for hours and dollars for the entire Task Order.

#### Report C: Task Level Summary

This report provides a summary of the expenditures for each task within the statement of work, including labor, subcontracts, travel, and other ODCs.

#### Report D: Current Labor Report

This report provides a summary of personnel for the reporting period and cumulative expenditures for all labor by task.

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### **Report E: Subcontract Report**

This report provides information on activities and costs of any subcontract efforts under the Task Order for each task.

### **Report F: ODC Report**

This report provides information on ODCs incurred other than subcontract or travel under the Task Order for each task.

### **Report G: Travel Report**

This report provides information on travel directly related to the Task Order by task.

THE FOLLOWING PAGES HAVE BEEN  
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11 through 17

DUE TO CONFIDENTIAL BUSINESS  
INFORMATION (CBI)